



SURREY HILLS NEIGHBOURHOOD CENTRE **2020/2021 ANNUAL REPORT**

Surrey Hills Neighbourhood Centre

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ABN: 85 629 719 592



FIRSTLY

WHO WE ARE

OUR GUIDING AIMS

The Surrey Hills Neighbourhood Centre provides an inclusive, supportive and caring environment which promotes lifelong learning, personal development and well-being.

SERVICES

To provide a rich range of programs and activities that meet community needs and interests, and provide opportunities for individuals and groups to connect with others in the community and promote social cohesion.

COMMUNITY LEARNING

To be an organisation which promotes life-long learning, personal development and well-being in a culturally diverse community.

PROCESS

To be a trusted and transparent organisation, operating in a responsive and collaborative manner.

CONTENT

CHAIR'S REPORT	4
.....	
MANAGER'S REPORT	6
.....	
MEMBER FEEDBACK	9
.....	
TREASURER'S REPORT	10
.....	
AUDITOR'S REPORT	11
.....	
STATEMENT BY THE BOARD	13
.....	
SCHEDULE 1	14
.....	
FINANCIAL REPORT	15
.....	

CHAIR'S REPORT



We come to the end of the 2020/2021 financial year with the feeling that in many ways as a community we relived the previous 2019/2020 year with Covid 19. The pandemic has cast a wide and dark shadow over our community, state and nation – indeed world

I know many in the local Surrey Hills community have family, relatives, friends, and professional colleagues in other parts of the world and the impact has been huge, but we have in Victoria been spared the devastation that has occurred in many overseas countries.

The impact on the Neighbourhood House activities has been serious, however we have been able to build upon the skills we quickly developed last year. Skills in the use of technology, combined with social distancing and wearing of face masks, to make sure our staff, volunteers and members are safe. Our ability to continue the popular drop-in to our Centre and the use of the small front courtyard and seats has also been limited.

We have, for all of the year, had to either cease or restrict numbers who could attend activities. Maintaining community connectedness and friendships has been a priority and again staff, volunteers and tutors have responded in innovative and thoughtful ways.

There was an expectation in last year's end of financial year report that we would somehow be out of the danger

of Covid 19 by mid-2021. That has not been the case and restrictions have continued to impact on our ability to deliver services and activities. However mid last year the prospect of a vaccine was only that - a hope. There was no vaccine available until late in 2020. Now vaccines and increasing availability and vaccination rates are a reality that promises some relief and the prospect of gathering together with others in late 2021 and early 2022.

The SHNC continues to offer many courses, old favourites and new innovations online. There is no doubt that once restrictions ease that online will continue to be a useful part of our repertoire in caring for our community.

We are heartened by the continuing feedback we get from members on how our activities have helped them through the lockdown and restrictions.

The much-loved Surrey Hills Music Festival had to be postponed and offered in a more compact format. Occurring just as we opened from one lockdown it was a most welcome relief and was in many ways one of our most successful Festivals. We were pleased to have our local Councillor Cr Jane Addis in attendance accompanied by the Mayor Cr Garry Thompson. Congratulations go to the Music Festival Committee for their great work. We already have incorporated the learnings from that festival into our knowledge and that will make further festivals easier to organize.

We continue to enjoy the support of local traders, in particular Coles, Bendigo Bank, Ross Hunt and the other Union Road traders.

Financially, I'm pleased to report that we have worked assiduously through the year to make provisions in our budget for future contingencies that may affect our service and income. Two, in particular, the ongoing and perhaps any new effect of the pandemic and the coming crossing removals and station rebuild at Surrey Hills. We continue to work with the Crossing Authority and our friends and neighbours, the traders in Union Road, to minimize the impact of construction works. We look forward to the new improved station and the removal of the dangerous level crossing and a pedestrian friendly Union Road.

Our local parliamentary representatives have consistently supported us and our objectives as well as in practical ways. We thank Mr Paul Hamer our state member and Mr Josh Frydenberg our federal member. We are appreciative of state and federal government financial support for pandemic affected businesses.

Cr Jane Addis has continued to be a friend and supporter of the Centre. We continue to enjoy productive relationships with Boroondara Council and staff.

We have been frustrated in our ability to meet face to face to revisit our strategic plan. However, the existing plan does serve us well and has not impeded us. It will be useful to put the planning off for some small amount of time until we can see a little bit more of what the future may look like. We will be responsive and responsible in our future plans, and we remain cautiously optimistic.

“We have a solid organization and community that will support each other to weather the current storms and rough seas”

During the year we were saddened to see our long-time manager Ms. Shima Ibuki leave. After 7 years, Shima decided to pursue other interests. We are deeply appreciative of the effort Shima put into SHNC over the years. We thank her for her significant contribution to what we are and wish her well in her “retirement”.



Shima speaking at her farwell function

We have been fortunate to have Ms. Ellen Prior fill the manager role. We were able to arrange a period of handover between Shima and Ellen. Ellen comes to us with extensive experience in neighbourhood house management, local government, education and training and community development. Although only starting in mid this year, Ellen has already made a big contribution to SHNC and is an integral part of the place.

Thank you to the SHNC board members who have been a deep well of skills, support and goodwill throughout.

We hope that 21/22 will see us back to the vibrant social gatherings and activities that characterize SHNC and supply much of the glue that holds the Surrey Hills community together.

In the Surrey Hills Neighbourhood Center we have a solid organization and community that will support each other to weather the current storms and rough seas. We have reserves of enthusiasm that will rise again as our world, and neighbourhood, emerges from the restrictions.

MANAGER'S REPORT

ELLEN PRIOR



Firstly, I'd like to thank all at the Centre – Board, staff and members - for your warm and encouraging welcome. I am delighted to have been appointed the Manager of such a vibrant Centre in this wonderful community.

I think it is fair to say that the 2020/21 Financial Year was unlike any other in the history of Surrey Hills Neighbourhood Centre. While lockdowns, restrictions on group sizes and density limits brought unprecedented challenges to the rhythm and life of the Centre and our community, these difficulties also provided opportunity to respond in new and innovative ways.

At this point I'd like to extend my – indeed our – thanks to Shima Ibuki for her inspirational leadership of the Centre over the last seven years. I am fortunate to inherit the work she has done for Surrey Hills and look forward to building upon it.

Committed to promoting social connection and supporting health and wellbeing, the Centre continued to focus its efforts on practising kindness and providing opportunities for people to connect, be active, and engage in activities they enjoy.

In the depths of last year's lockdown, the Centre's staff and Board members reached out to all our members to check on their welfare and provide support when we could. This link, which we have been revisiting recently, was very much appreciated by many of our members – and was, last year, also cited by our MP Paul Hamer in State Parliament as an example of community support.

The Centre implemented a range of initiatives in response to covid restrictions, including the introduction of a program of some 33 online classes and activities. It has been inspiring to see many of our tutors and members embrace new ways of connecting socially and participating in classes, from home, via Zoom.

Summer proved to be a wonderful season for us to reconnect, in person, and enjoy some terrific events. Our Twilight Summer Sounds festival was held on Saturday 27 February. This COVIDSafe event included a concert and market and was attended by many. We had a lovely bunch of volunteers support us, without whom we simply couldn't have delivered such a great day of connection and celebration. These activities help bring us together, welcome new residents to the area and demonstrate what a strong, resilient community we have in Surrey Hills. Thank you to all involved.

We held the second session in our Community Conversations series at the Centre on Friday 12 March. Our guest, the delightful Gabriel Gate, was interviewed by former Chair, Peter Hall and former Centre Manager, Shima Ibuki. Another sold-out event, this evening again provided an opportunity to hear stories about the life and vocation of another



interesting and generous member of our community. We are grateful for the Boroondara Annual Community Strengthening Grants Program for supporting this event.

Following the easing of restrictions that prevented large gatherings, it was a privilege for the Centre to again coordinate the Surrey Hills ANZAC Day Dawn Service. This well-planned and well-attended event was held in Surrey Gardens on 25 April. It felt so special to be able to gather in person and remember those who made sacrifices for our country. It was lovely to hear the voices of both young and old during the service and have a range of community groups, schools and local businesses working in partnership to deliver such a moving service. These types of local, community events are never possible without committed volunteers. We were so grateful to Ron Wilson from Navy Health for MC'ing the event. Thanks also to the committee for their work in organising the program, including members from the Surrey Hills Neighbourhood Centre, Surrey Hills Progress Association and Mont Albert and Surrey Hills Rotary Club. Special thanks also to Navy Health Insurance for funding the event with support from Coles Local, Bendigo Bank and Ross-Hunt Real Estate.

Surrey Hills Neighbourhood Centre is also mindful of those experiencing disadvantage and/or hardship beyond our local area. As such, we are pleased to continue our support of the Asylum Seeker Resource Centre (ASRC)'s Food and Goods Drive. The Centre remains a registered drop-off point for the ASRC Foodbank which provides free groceries to around 1000 people each week. We accept donations of non-perishable grocery items,

personal hygiene, and cleaning products during office hours and deliver these to ASRC regularly, for distribution. Thank you to our team of volunteers and staff who support our work in this area. We are also now delighted to support the fabulous Music for Refugees Project, through organising collection of good quality, second-hand instruments for music programs in detention centres.

Volunteers are vital to the life and work of Surrey Hills Neighbourhood Centre. We have had volunteers serving in a range of areas including office administration, building and maintenance, the heritage collection, supporting Twilight Summer Sounds, running special interest groups, delivering the Neighbourhood News, and governance. We appreciate the contributions of all our volunteers immensely and there are a few who I would particularly like to acknowledge for their ongoing service.

Firstly, I'd like to thank Val White, who's association with the Surrey Hills Neighbourhood Centre extends almost 30 years. Val started delivering the Neighbourhood News in 1992 and to this day coordinates the distribution of the publication to more than 7000 households and businesses. Val's tenacity, can-do attitude, commitment to service and exceptional organisation skills have greatly benefitted our local community. Thank you, Val, for your many years of service and to all our volunteers for your contributions to the life and work of Surrey Hills Neighbourhood Centre.

In addition I also extend our particular thanks to volunteers Mary and David Apps, Sue Barnett and Andrew Smolka for their continued support over the last year.

So many wonderful people support the work of the Centre through generously giving their time and sharing their skills and expertise.

The marvellous achievements of Surrey Hills Neighbourhood Centre, this past year, are to be attributed to a wonderful team of committed people including the Board and office staff. The staff team, including Rochelle Anderson, Alison Dews, Melanie Marson, Ruth Brown, and Chris Young are to be commended for their faithful service during a difficult year. I would particularly like to acknowledge the efforts of those staff who juggled working remotely while supervising and supporting their children's schooling at home. It's a privilege to work alongside you all.

We anticipate this coming year will present as many challenges as 2020/21, as we acknowledge the fatigue and cumulative effect lockdowns, restrictions and uncertainty are having on people at the individual and community level. However, we look forward, with hope, to another season of fine weather, easing of restrictions and a return to community life as vaccination targets are achieved. In the meantime, the Centre will continue to focus on finding creative solutions to the challenges we face and to devoting ourselves to practising kindness, empathy and gratitude. We are so fortunate in Surrey Hills, Mont Albert and surrounding areas to have such a supportive, engaged and healthy community. As summer approaches, and we look towards recovery from the pandemic, we do hope you will get involved with the Centre through volunteering and booking into our wonderful activities and classes, so we can continue delivering services into the future.

I extend the Centre's thanks to the City of Boroondara and to DHHS for their continued support. Thank-you also to our peak body Neighbourhood Houses Victoria, the Network of Inner East Community Houses and Neighbourhood Houses Boroondara Managers for their ongoing support of our work. Thanks also to Maling Ward Councillor Jane Addis, Lynden Park Ward Councillor Lisa Hollingsworth, Council officers Fiona Brown and Caddy Purdy from the Department of Community Planning and Development for their time and interest in the Centre. We also appreciate the support of Paul Hamer, Member for Box Hill and the Hon Josh Frydenberg's MP's Office.



Lastly, thank you to the Surrey Hills, Mont Albert and surrounding community members for your patience and understanding with all the changes we have had to make to our course delivery and facility availability during these difficult times. It has been our pleasure to help and support wherever we can. You are always at the heart of all we do at Surrey Hills Neighbourhood Centre.

MEMBER FEEDBACK

“I very much appreciate your understanding and flexibility. It has been a stressful time and everyone I have dealt with at Surrey Hills community centre has been so professional and understanding.”

- Madeleine

“Thank you for keeping up the good work that has been involved in keeping all classes accommodated in these trying times.”

- Peta



“I realise that COVID must be making your lives very difficult as we all adapt to changing rules and regulations, and I just want to say how much I appreciate your efforts to keep everything running.”

- Joan



TREASURER'S REPORT

DEEPAK BHARADWAJ



I have pleasure in presenting the 2020-21 Financial Report for Surrey Hills Neighbourhood Centre (SHNC), which has seen the continuance of the same trends as were present last year. 2020-21 will forever be remembered as the toughest year globally, as we continue to have ongoing health, social and economic impacts of the COVID-19 pandemic. These will continue to challenge us in the years ahead.

Despite all this gloom and doom I am proud of our administration team, who have continued to deliver and serve our community through their patience, understanding and willingness which saw the Centre return a surplus once again despite low demand for our core services.

It was sad to see our previous Centre Manger, Shima Ibuki, leave midyear due to personal reasons, however it was ensured the stellar work continued when Ellen Prior was appointed as the new Centre Manger. I look forward to working with her and the team this year and especially Chris Young, whose invaluable support and financial prudence is priceless.

The Centre continues to support the community through a strong program of activities and engagement opportunities, most of which is now being done online. As a result, SHNC maintains its strong financial position with an enduring commitment to its community.

Social distancing rules implemented by the government decreased our ability to deliver at full capacity, which saw several classes cancelled during the year which had an impact on our operating income. Fortunately, the decline in our operating income was offset by much needed boost from the Commonwealth & State Government in the form of financial assistance packages. The Job Keeper and ATO's Business Booster package helped mainly to subsidise our operations.

For the next financial year, SHNC Board has approved a substantial amount of our surplus to be allocated to the Level Crossing Reserve, aware of the disruptions ahead, which will affect our earnings. We are hoping our strong financial standing will allow us to tide over this situation and we are able to address the needs of our community as required.

I would like to take this opportunity to thank all the Board Members, staff, and volunteers at SHNC who have inspired me to be a part of this close-knit community. Thank you all for your steadfast support.

On behalf of the Board, I commend this Financial Report to our members.

Surrey Hills Neighbourhood Centre Inc

Independent Auditor's Report to the Members

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Surrey Hills Neighbourhood Centre Inc (the association), which comprises the Statement by Members of the Committee, Income and Expenditure Statement, Balance Sheet as at 30 June 2021, a summary of significant accounting policies and the certification by members of the committee on the annual statements giving a true and fair view of the financial position and performance of the association.

In our opinion, the accompanying financial report presents fairly, in all material respects, the financial position of the association as at 30 June 2021 and [of] its financial performance for the year then ended in accordance with the accounting policies described in Note 1 to the financial statements and the requirements of the Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared to assist the association to meet the requirements of Associations Incorporation Reform Act 2012 and the Australian Charities and Not-for-profits Commission Act 2012. As a result, the financial report may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

Responsibilities of the Committee for the Financial Report

The committee is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the Associations Incorporation Reform Act 2012, the Australian Charities and Not-for-profits Commission Act 2012 and for such internal control as the committee determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the committee is responsible for assessing the association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intends to liquidate the association or to cease operations, or has no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Financial Report

Director:
A.R Ager CA, BEc
Registered Company Auditor

Assur Pty. Ltd.
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Authorised Audit Company
No. 453122

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the committee.
- Conclude on the appropriateness of the committee's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Signed on: 26TH AUGUST, 2021

ASSUR PTY. LTD
ASSUR PTY LTD
Authorised Audit Company Number: 453122
Chartered Accountants

Anthony Ager
Anthony Ager
Director - Audit & Assurance
Chartered Accountant



STATEMENT BY THE BOARD

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT BY THE BOARD

In the opinion of the Board of the Surrey Hills Neighbourhood Centre Inc. :

The Board has determined that the Association is not a reporting entity and that the financial statements have been prepared as a special purpose financial report.

The Statement of the Financial Performance is drawn up so as to give a true and fair view of the results of the Entity for the year ended 30 June 2021.

The Statement of Financial Position is drawn up so as to give a true and fair view of the state of affairs affairs of the Entity as at 30 June 2021

As at the date of this Statement that there are reasonable grounds to believe that the Entity will be able to pay its debts as and when they fall due.

This Statement is made in accordance with a resolution of the Board and is signed for and on behalf of the Board of the Surrey Hills Neighbourhood Centre Inc.



Signed:

Dated: 26/08/ 2021



Signed:

Dated: 26/08/ 2021

SCHEDULE 1

Regulation 15

FORM 1

Associations Incorporation Reform Act 2012

Sections 94(2)(b), 97(2)(b) and 100(2)(b)

This form is required to be provided to the members at the AGM with the association's' accounts.

Annual statements give a true and fair view of the financial performance and position of incorporated association.

We, Timothy O'Leary and Deepak Bharadwaj, being members of the Board of the Surrey Hills Neighbourhood Centre Inc. certify that:

The statements attached to this certificate give a true and fair view of the financial performance and position of the Surrey Hills Neighbourhood Centre Inc. during and at the end of the financial year of the association ending 30 June 2021.



Signed:

Dated: 26/08/2021



Signed:

Dated: 26/08/2021

FINANCIAL REPORT

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2021

	<u>NOTE:</u>	<u>2021</u>	<u>2020</u>
<u>INCOME</u>			
Grants Received	2	\$ 164,926	\$ 158,128
Activities Income	3	\$ 99,006	\$ 132,978
General Income	4	\$ 19,722	\$ 42,969
Membership Fees		\$ 7,944	\$ 7,900
Interest Income		\$ 2,777	\$ 4,818
		<u>\$ 294,375</u>	<u>\$ 346,793</u>
<u>EXPENDITURE</u>			
Activities Costs	5	\$ 57,294	\$ 73,270
Administration Costs	6	\$ 18,972	\$ 16,088
Audit Fees		\$ 1,200	\$ 1,620
Bank Transaction Fees		\$ 2,841	\$ 3,439
Building Costs	7	\$ 6,074	\$ 10,981
Depreciation - Fixtures & Equipment		\$ 6,898	\$ 6,915
Depreciation - IT Development Costs		\$ 2,430	\$ 4,220
Insurance - General		\$ 2,420	\$ 2,252
Insurance - Worksafe		\$ 1,264	\$ 1,893
Lease Amortisation		\$ 1	\$ 1
Loss on Disposal of Non-Current Assets		\$ 3,911	\$ -
Printing Course Brochures		\$ 3,805	\$ 3,268
Staffing Costs	8	\$ 206,762	\$ 196,632
Staff Protective Equipment		\$ 248	
Utilities		\$ 3,223	\$ 5,516
		<u>\$ 317,343</u>	<u>\$ 326,095</u>
<u>NET OPERATING INCOME FOR YEAR</u>		<u>\$ (22,968)</u>	<u>\$ 20,698</u>
<u>EXTRAORDINARY INCOME & EXPENSES</u>			
JobKeeper Support Received		\$ 89,100	\$ 42,000
Less JobKeeper Top-Ups Paid		\$ (16,889)	\$ (23,479)
Vic Business Support Grants		\$ 30,000	\$ -
ATO Business Booster Received		\$ 13,428	\$ 10,000
<u>NET EXTRAORDINARY INCOME</u>		<u>\$ 115,639</u>	<u>\$ 28,521</u>
<u>OTHER INCOME & EXPENSES</u>			
Music Festival Surplus (Loss)		\$ -	\$ (3,989)
Net Income from Fund Raising Activities		\$ 6,601	\$ 4,705
Heritage / Local History Projects	9	\$ 772	-\$ 151
<u>NET OTHER INCOME</u>		<u>\$ 7,373</u>	<u>\$ 565</u>
<u>NET INCOME FOR YEAR</u>		<u>\$ 100,044</u>	<u>\$ 49,784</u>
Less Transfer to/(from) Festival Reserve		\$ -	-\$ 3,989
Less Transfer to Special Projects Reserve		\$ 5,714	\$ 4,705
Less Transfer to Level Crossings Removal Reserve		\$ 76,600	
<u>NET SURPLUS (LOSS) FOR YEAR</u>		<u>\$ 17,730</u>	<u>\$ 49,068</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.
Charity ABN: 85 629 719 592
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2021

	<u>NOTE:</u>	<u>2021</u>	<u>2020</u>
MEMBERS FUNDS			
Members General Accumulated Funds	10	\$ 255,157	\$ 237,427
Festival Reserve	11	\$ 14,071	\$ 14,071
Special Projects Reserve	12	\$ 18,998	\$ 13,284
Level Crossings Removal Reserve	15	\$ 76,600	\$ -
		<u>\$ 364,826</u>	<u>\$ 264,782</u>
Represented by:			
CURRENT ASSETS			
Bank Accounts		\$ 120,603	\$ 55,804
Petty Cash Float		\$ 600	\$ 600
Cash on Hand		\$ 50	\$ 50
Accounts Receivable		\$ 4,037	\$ 1,188
Other Debtors		\$ 3,201	\$ 12,062
Prepaid Expenses		\$ 3,414	\$ 3,282
		<u>\$ 131,905</u>	<u>\$ 72,986</u>
INVESTMENTS			
Cash on Deposit		\$ 132,146	\$ 81,712
Term Deposits		\$ 170,160	\$ 167,817
Shares at cost - Bendigo Community Bank		\$ 500	\$ 500
		<u>\$ 302,806</u>	<u>\$ 250,029</u>
FIXED ASSETS			
Fixtures & Equipment at written down value	13	\$ 19,255	\$ 29,659
IT Development Costs at written down value	13	\$ -	\$ 723
Premises Lease - Right of Use at written down value	14	\$ 3	\$ 4
		<u>\$ 19,258</u>	<u>\$ 30,386</u>
TOTAL ASSETS		\$ 453,969	\$ 353,401
LESS CURRENT LIABILITIES			
Sundry Creditors		\$ 24,148	\$ 6,713
Peppercorn Lease Liability		\$ 5	\$ 5
Accrued Expenses		\$ 14,701	\$ 13,092
Income Received in Advance		\$ 23,594	\$ 20,806
Festival Funds in Advance		\$ 10,105	\$ 15,845
Grants Received in Advance		\$ 2,008	\$ 2,950
Annual Leave Accrued		\$ 9,680	\$ 16,641
Long Service Leave Accrued		\$ 1,691	\$ 10,179
Time Off In Lieu Accrued		\$ 1,363	\$ -
Purchased Leave Accrued		\$ 1,848	\$ 2,388
TOTAL LIABILITIES		<u>\$ 89,143</u>	<u>\$ 88,619</u>
NET ASSETS		<u>\$ 364,826</u>	<u>\$ 264,782</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.
Charity ABN: 85 629 719 592
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021

Note 1

The Financial Statements are a special purpose financial report prepared to satisfy the financial reporting requirements of the Associations Incorporated Reform Act 2012.

The Surrey Hills Neighbourhood Centre Inc. is a Tier Two entity for the purposes of the Act. The Board has determined that the association is not a reporting entity.

The financial statement has been prepared in accordance with Australian Accounting Standards where applicable and material to the reporting of the entity.

The Financial statements are prepared on an accruals basis.

The Financial Statements are based on historical cost with no adjustment to reflect changing money values.

No value has been placed on donated goods or services provided to the entity.

Depreciation has been calculated on effective life of assets as determined by the Board.

Annual Leave for staff is valued on annual leave due but not yet taken as at balance date.

Long Service Leave for staff has been accrued based on years of service.

Purchased Leave for staff is valued on purchased leave due but not yet taken as at balance date.

Time Off In Lieu Accrued is valued on time accrued but not yet taken at balance date.

Personal Leave (Sick leave) has not been accrued.

Under rules of mutuality, the entity is exempt from income tax on member's activities.

Peppercorn lease of 155-157 Union Road has been capitalised at cost in accordance with AASB1058-8

The peppercorn lease is amortised evenly over its duration.

(a) Events after the reporting period:

The Board is not aware of any matter or circumstance that may affect the operations of the association nor affect the results as disclosed in the financial statements.

The Board is not aware of any contingent liabilities as at the date of this report that would affect the financial position of the association.

Note 2

Grants Received

	<u>2021</u>	<u>2020</u>
City of Boroondara	\$ 59,150	\$ 57,990
Dept. of Health & Human Services	\$ 86,909	\$ 83,033
City of Boroondara Strength Training	\$ 16,945	\$ 17,105
Special Projects Grants	\$ 1,922	\$ -
	<u>\$ 164,926</u>	<u>\$ 158,128</u>

Note 3

Activities Income

Playgroup fees	\$ 946	\$ 1,430
ANZAC Day Service Contributions	\$ 941	\$ -
Fundraising Activities	\$ -	\$ -
PSB Fees Received	\$ 400	\$ -
Class Fees	\$ 90,851	\$ 117,014
Volunteer Programmes	\$ 5,868	\$ 14,534
	<u>\$ 99,006</u>	<u>\$ 132,978</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021 - continued**

	<u>2021</u>	<u>2020</u>
Note 4		
General Income		
Net Advertising Revenue - Neighbourhood News	\$ 872	\$ 1,719
Venue Rental Income	\$ 18,636	\$ 37,842
Centre Produced Book Sales	\$ -	\$ 23
Other Income	\$ -	\$ 2,258
Donation Income	\$ 137	\$ 1,050
Dividend income	\$ 77	\$ 77
Bendigo Bank Incentive Income	\$ -	\$ -
	<u>\$ 19,722</u>	<u>\$ 42,969</u>
Note 5		
Activities Costs		
Centre Activities Expenses	\$ -	\$ 865
Miscellaneous Expenses	\$ -	\$ -
ANZAC Day Service Expenses	\$ 917	\$ -
Playgroup Expenses	\$ 11	\$ -
Tutor Expenses	\$ 55,247	\$ 70,624
Volunteer Led Program Expenses	\$ 1,119	\$ 1,781
	<u>\$ 57,294</u>	<u>\$ 73,270</u>
Note 6		
Administration Costs		
AGM, Committee and Registration Expenses	\$ 1,827	\$ 891
IT Expenses	\$ 6,642	\$ 5,404
Equipment Maintenance	\$ -	\$ 133
Office Supplies, Postage and Delivery costs	\$ 1,677	\$ 1,984
Subscriptions	\$ 1,108	\$ 969
Telephone	\$ 5,042	\$ 4,970
Gifts	\$ 695	\$ 561
Staff Recruitment Costs	\$ 1,040	\$ 906
Training and Conferences	\$ 941	\$ 270
	<u>\$ 18,972</u>	<u>\$ 16,088</u>
Note 7		
Building Costs		
Cleaning	\$ 4,635	\$ 7,122
Maintenance	\$ -	\$ 1,146
Security & Caretaker Costs	\$ 1,439	\$ 2,713
	<u>\$ 6,074</u>	<u>\$ 10,981</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.
Charity ABN: 85 629 719 592
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021 - continued

	<u>2021</u>	<u>2020</u>
Note 8		
<u>Staffing Costs</u>		
Salaries	\$ 184,697	\$ 177,692
Superannuation	\$ 19,151	\$ 16,141
Portable Long Service Leave Contributions	\$ 2,914	\$ 2,799
	<u>\$ 206,762</u>	<u>\$ 196,632</u>
Note 9		
<u>Heritage / Local History Projects -</u>		
Donations and Revenue Received	\$ 1,073	\$ 165
Expenditure	\$ (301)	\$ (316)
Special Project Expenditure	\$ -	\$ (4,722)
Transfer from Heritage Grant Received	\$ -	\$ 4,722
Net Surplus (Loss) on Heritage Projects	<u>\$ 772</u>	<u>\$ (151)</u>
Note 10		
<u>Members Accumulated Funds</u>		
Opening Balance	\$ 237,427	\$ 188,359
Add Surplus for year	\$ 17,730	\$ 49,068
	<u>\$ 255,157</u>	<u>\$ 237,427</u>
Note 11		
<u>Festival Reserve</u>		
Opening Balance	\$ 14,071	\$ 18,060
Transfer to/(from) Current Year Music Festival surplus	\$ -	-\$ 3,989
Less Expenditure on long term benefits to Festival	\$ -	\$ -
Closing Balance	<u>\$ 14,071</u>	<u>\$ 14,071</u>
Note 12		
<u>Special Projects Reserve</u>		
Opening Balance	\$ 13,284	\$ 9,140
Transfer from Current Year Festival surplus	\$ 5,714	\$ 4,705
Expenditure offset against Reserve	\$ -	\$ (561)
Closing Balance	<u>\$ 18,998</u>	<u>\$ 13,284</u>

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2021****2021** **2020****Note 13****Fixed Assets:****Fixtures & Equipment at written down value:**

Cost at start of year	\$ 110,022	\$ 103,129
Additions during year	\$ 4,461	\$ 6,893
Write off cost of fully depreciated items	\$ (65,391)	-
Cost at end of year	\$ 49,092	\$ 110,022
Less Accumulated Depreciation	\$ 29,837	\$ 80,363
Written Down Value	\$ 19,255	\$ 29,659

IT Development Costs:

Cost at start of year	\$ 16,882	\$ 16,882
Additions during year	\$ 1,707	\$ -
Cost at end of year	\$ 18,589	\$ 16,882
Less Accumulated Depreciation	\$ 18,589	\$ 16,159
Written Down Value	\$ -	\$ 723

The development of the Centre's website and IT back office reporting system was developed over a number of years. The benefit of the upgrade has been utilised over more than one year, the cost of the project has been written off over 4 years.

Note 14**Premises Lease - Right of Use:**

Peppercorn Lease at Cost	\$5	\$5
Less Accumulated Amortisation	\$2	\$1
Written Down Value	\$ 3	\$ 4

This lease is a five-year Community Services Lease granted by the Boroondara City Council for the five years from 1 July 2019 to 30 June 2024. The premises leased are those at 155-157 Union Road, Surrey Hills. This lease runs for three more years at a rental of \$1 per year including GST, and is for a community facility for the provision of Neighbourhood House activities. Boroondara City Council have assessed the current market rental value of the premises to be \$36,400 per annum plus GST.

Note 15**Level Crossings Removal Reserve:**

Transfer from Current Year Income	\$ 76,600
Closing Balance:	\$ 76,600

This reserve has been created to provide financial support for the Centre through the duration of the removal of level crossings located on Union and Mont Albert roads.

STATEMENT OF CASH FLOWS

SURREY HILLS NEIGHBOURHOOD CENTRE INC.

Charity ABN: 85 629 719 592

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2021

	<u>2021</u>	<u>2020</u>
Cash Flows from Operating Activities		
Net Surplus excluding Investment Income per Statement of Financial Performance	\$ 14,953	\$ 44,250
Adjustments to reconcile Net income to Net Cash provided by Operations:		
Increase/(Decrease) in Accounts Receivable	\$ (2,849)	\$ 725
Prepaid Expenses	\$ (132)	\$ (434)
Festival Funds Received in Advance	\$ (5,740)	\$ (5,970)
Increase in Accrued Expenses	\$ 1,608	\$ 2,071
Increase in Income in Advance	\$ 2,789	\$ (5,538)
Increase/(Decrease) in Grants Received in Advance	\$ (942)	\$ (18,637)
Increase in Lease Liability	\$ -	\$ 5
Increase/(Decrease) in Annual Leave Accrual	\$ (6,961)	\$ 3,572
Increase/(Decrease) in Long service Leave Accrued	\$ (8,488)	\$ 656
Increase in Purchased Leave Accrued	\$ (540)	\$ 2,388
Increase in TOIL Accrued	\$ 1,363	
Other Debtors	\$ 8,861	\$ (12,062)
Other Creditors		\$ 280
Payroll Superannuation Payable	\$ -	\$ (156)
Payroll PAYG Payable	\$ 14,446	\$ (8,916)
GST Payable	\$ 3,758	\$ (5,262)
Depreciation & Amortisation	\$ 9,329	\$ 11,136
Loss on Disposal of Non-Current Assets before Insurance Proceeds	\$ 7,967	\$ -
Credit Card Debt	\$ (732)	\$ 821
Net Cash provided by Operating Activities	\$ 38,690	\$ 8,929
Cash Flows from Investing Activities		
Interest Income	\$ 2,777	\$ 4,818
Purchases of Plant & Equipment	-\$ 6,168	-\$ 6,893
Peppercorn Lease Established	\$ -	-\$ 5
Net Cash from Investing Activities	\$ (3,391)	\$ (2,075)
Cash Flows from Financing Activities		
Transfers to Reserves	\$ 82,277	\$ 150
Net Increase (Decrease) in cash and cash equivalents	\$ 117,576	\$ 7,004
Cash and cash equivalents at beginning of year	\$ 305,983	\$ 298,979
Cash and cash equivalents at end of year	\$ 423,559	\$ 305,983



THANK YOU TO OUR PARTNERS

The Surrey Hills Neighbourhood Centre relies on and receives very generous financial and in-kind support from many organisations and businesses.

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